

MONITORING AND EVALUATION

I. TEAM MEMBERSHIP

This agreement will be monitored and evaluated by a team made up of one representative from each signatory agency. FHWA will chair the team and coordinate the meetings.

II. FREQUENCY AND SCOPE OF MEETINGS

A. This team shall hold annual meetings to consider and recommend:

1. Minor editorial correction to the agreement.
2. More substantive proposals for improvement in the agreement process.
3. How to monitor and measure the success of the agreement process.
4. Changes to the agreement process to reflect monitoring results.
5. Continuation of monitoring and evaluation.

III. PROCESS/AGREEMENT CHANGES

A. The monitoring and evaluation team will:

1. Present minor revisions to the agreement to their agencies for concurrence.
or
2. For more substantive issues, recommend a process for obtaining the consensus of all signatories to revise the agreement. This may require reconvening the interagency body that developed the agreement, and/or initiating the conflict resolution process at the signatory level.

IV. REPORTING

- A. Minutes of all biennial meetings will be distributed to signatory agencies.
- B. The team will report to the signatory agencies on implementation of the this agreement each year in January.